

**N05500- 1**

**System name:**

Security Inspection and Violation System (December 1, 2000, 65 FR 75264).

**System location:**

Organizational elements of the Department of the Navy. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices.

Commander in Chief, U.S. Joint Forces Command, 1562 Mitscher Avenue, Suite 200, Norfolk, VA 23551-2488.

Commander in Chief, U.S. Pacific Command, PO Box 64028, Camp H.M. Smith, HI 96861-4028.

**Categories of individuals covered by the system:**

Individuals involved in security violations.

**Categories of records in the system:**

Security violation reports, security inspection reports.

**Authority for maintenance of the system:**

5 U.S.C. 301, Departmental Regulations and E.O. 9397 (SSN).

**Purpose(s):**

To identify problem areas in security indoctrination, to alert command management officials to areas which present larger than normal security problems and identify personnel who are cited as responsible for non-compliance with procedures.

**Routine uses of records maintained in the system, including categories of users and the purposes of such uses:**

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The 'Blanket Routine Uses' that appear at the beginning of the Navy's compilation of systems of records notices apply to this system.

**Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system:**

**Storage:**

File folders, card files, personal computers, and magnetic tape.

**Retrievability:**

Name, Social Security Number, Case number, organization.

**Safeguards:**

Access provided on a need-to-know basis only. Manual records are maintained in file cabinets under the control of authorized personnel during working hours. The office space in which the file cabinets are located is locked outside of official working hours. Computer terminals are located in supervised areas. Access is controlled by password or other user code system.

**Retention and disposal:**

Records are retained for three years and then destroyed.

**System manager(s) and address:**

Commanding officer of the activity in question. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices.

**Notification procedure:**

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Commanding officer of the activity in question. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices.

**Record access procedures:**

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Commanding officer of the activity in question. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices.

**Contesting record procedures:**

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

**Record source categories:**

Individual; records of the activity; investigator's reports; witness statements.

**Exemptions claimed for the system:**

None.